Department	Campus	Course Number	Title	Course Enrolment (est.)	Position Type	Number of Positions (est.)	Size of Appointment (# of hours)	Dates of Appointment	Tutorial/Lab Schedule (if known)	Qualifications	Duties	Posting Date	Closing Date	Emergency Posting?	Salary	Application Procedure
Department of Economics	St. George		Lead Writing TA 1 (LWTA)		Teaching Assistant	1.0	40	09/01/19 - 04/30/20	As per timetable https://www.economics.utoronto.ca/index.php/index/undergraduate/courses/1 and https://www.economics.utoronto.ca/index.php/index/graduate/courses	Required: • Current PhD student • At least two years' experience as a course TA, whether leading tutorials/ labs, in-class instruction, or grading • Excellent oral communication and interpersonal skills, particularly the ability to work effectively with and show tact when communicating with course instructors and TAs • Strong administrative skills, including ability to schedule meetings, plan and document work • Strong time management skills with ability to meet multiple deadlines • Strong facilitation and presentation skills and/or experience leading workshops • Evidence of superior writing skills in their discipline (writing sample must be individually authored) • Flexible schedule, able to accommodate short notice requests for meetings with WIT participants Hiring criteria for the University of Toronto Collective Agreement between the Governing Council of the University of Toronto and the Canadian Union of Public Employees Local 3902, Unit 1 can be found in full in Article 16:03 of the Collective Agreement found at http://agreements.hrandequity.utoronto.ca/#CUPE3902Unit1	As part of a Writing Instruction for TAs (WIT) initiative in Arts and Science, the LWTA will work with the WIT/Writing Coordinator and WIT Unit Contact to support instructors and train course TAs in selected courses. The LWTA will perform the following duties: • Participate in an training sessions (with LWTAs from other units) in a three-day intensive in June and additional sessions throughout the year (late August, mid-fall, early January, and an end-of-year WIT Showcase/Symposium and debrief) • Read book chapters, articles, etc. on writing pedagogy • Meet in summer with the WIT Director, departmental WIT Contact, and course instructors to plan writing assignments activities and for tutorials, labs, or lectures • Design and lead training sessions and consultations for course TAs on topics such as providing feedback to students on critical reading, writing, planning tutorial/lab activities related to writing, etc.) through Fall and Winter terms • Develop and/or adapt resources on writing instruction (such as marking rubrics and assignments) for instructors, TAs, and students • Communicate regularly by email and in person with course instructors, the WIT Director, departmental WIT Contact and others to implement WIT activities. • Collaborate with LWTAs in other units by meeting in peer groups and sharing writing instruction resources • Collect and analyze data on WIT (e.g., surveys, student writing samples, TA and instructor focus groups, etc.) • Document activities (e.g., help draft unit WIT goals, provide monthly updates, write a final a report about WIT activities in the unit, etc.)	August 26, 2019	August 29, 2019	1	$45.33/hr (+4% vacation pay) as of January 1, 2019 $46.24/hr (+4% vacation pay) as of January 1, 2020 Please note that should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail.	1. See LWTA TA job postings on the department website https://www.economics.utoronto.ca/index.php/index/graduate/taOpenings and CUPE3902Unit1 postings at http://unit1.hrandequity.utoronto.ca/. 2. Please email in pdf format an application package including: a letter of interest, a curriculum vitae, a writing sample (individually written and no more than four pages), and the names of two referees who have supervised you in course TAships with the subject heading "Application for Economics LWTA Position 20195") to Professor Gillian Hamilton at gillian.hamilton@utoronto.ca by March 22, 2019. 3. UG course descriptions can be found at http://www.artsandscience.utoronto.ca/ofr/calendar/crs_eco.htm and G course descriptions are found at https://www.economics.utoronto.ca/index.php/index/graduate/courses. 4. If during the application and/or selection process you require accommodation due to a disability, please contact the economics graduate administrator at graduate.administrator@economics.utoronto.ca.
Department of Economics	St. George		Lead Writing TA 2 (LWTA)		Teaching Assistant	1.0	140	09/01/19 - 04/30/20	As per timetable https://www.economics.utoronto.ca/index.php/index/undergraduate/courses/1 and https://www.economics.utoronto.ca/index.php/index/graduate/courses	Required: • Current PhD student • At least two years' experience as a course TA, whether leading tutorials/ labs, in-class instruction, or grading • Excellent oral communication and interpersonal skills, particularly the ability to work effectively with and show tact when communicating with course instructors and TAs • Strong administrative skills, including ability to schedule meetings, plan and document work • Strong time management skills with ability to meet multiple deadlines • Strong facilitation and presentation skills and/or experience leading workshops • Evidence of superior writing skills in their discipline (writing sample must be individually authored) • Flexible schedule, able to accommodate short notice requests for meetings with WIT participants Hiring criteria for the University of Toronto Collective Agreement between the Governing Council of the University of Toronto and the Canadian Union of Public Employees Local 3902, Unit 1 can be found in full in Article 16:03 of the Collective Agreement found at http://agreements.hrandequity.utoronto.ca/#CUPE3902Unit1	As part of a Writing Instruction for TAs (WIT) initiative in Arts and Science, the LWTA will work with the WIT/Writing Coordinator and WIT Unit Contact to support instructors and train course TAs in selected courses. The LWTA will perform the following duties: • Participate in an training sessions (with LWTAs from other units) in a three-day intensive in June and additional sessions throughout the year (late August, mid-fall, early January, and an end-of-year WIT Showcase/Symposium and debrief) • Read book chapters, articles, etc. on writing pedagogy • Meet in summer with the WIT Director, departmental WIT Contact, and course instructors to plan writing assignments activities and for tutorials, labs, or lectures • Design and lead training sessions and consultations for course TAs on topics such as providing feedback to students on critical reading, writing, planning tutorial/lab activities related to writing, etc.) through Fall and Winter terms • Develop and/or adapt resources on writing instruction (such as marking rubrics and assignments) for instructors, TAs, and students • Communicate regularly by email and in person with course instructors, the WIT Director, departmental WIT Contact and others to implement WIT activities. • Collaborate with LWTAs in other units by meeting in peer groups and sharing writing instruction resources • Collect and analyze data on WIT (e.g., surveys, student writing samples, TA and instructor focus groups, etc.) • Document activities (e.g., help draft unit WIT goals, provide monthly updates, write a final a report about WIT activities in the unit, etc.)	August 26, 2019	August 29, 2019	1	$45.33/hr (+4% vacation pay) as of January 1, 2019 $46.24/hr (+4% vacation pay) as of January 1, 2020 Please note that should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail.	1. See LWTA TA job postings on the department website https://www.economics.utoronto.ca/index.php/index/graduate/taOpenings and CUPE3902Unit1 postings at http://unit1.hrandequity.utoronto.ca/. 2. Please email in pdf format an application package including: a letter of interest, a curriculum vitae, a writing sample (individually written and no more than four pages), and the names of two referees who have supervised you in course TAships with the subject heading "Application for Economics LWTA Position 20195") to Professor Gillian Hamilton at gillian.hamilton@utoronto.ca by March 22, 2019. 3. UG course descriptions can be found at http://www.artsandscience.utoronto.ca/ofr/calendar/crs_eco.htm and G course descriptions are found at https://www.economics.utoronto.ca/index.php/index/graduate/courses. 4. If during the application and/or selection process you require accommodation due to a disability, please contact the economics graduate administrator at graduate.administrator@economics.utoronto.ca.

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